



The purpose of this paper is to report on the operational agreements to date between the officers of the two Councils following the decision of the Isle of Wight Council's Executive of 24 May 2015 to lease four of the town's car parks to the Town Council.

No. DETAIL

1) BACKGROUND

- a) The decision of the Isle of Wight Council's Executive of 24 May 2015 brought to a positive conclusion discussions originally prompted in September 2013 with the Town Council's submission of an Expression of Interest in taking on the management of all the town's car parks under the Localism Act's Community Right to Bid.
 - b) When that was rejected, legal advice on that decision was taken and both Councils agreed to progress a way forward based on a compromise that left control of the major income earning four car parks with the Isle of Wight Council while opening the door for a pilot in local management by the Town Council with the other four.
 - c) These four – Dudley Road, Market Street, Pound Lane and Shore Road – although being half the number of the town's eight and providing 42% of the available parking spaces provide only 12.5% of the income from Isle of Wight Council owned car parks in the town.
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2) RENT

- a) Under the approved Heads of Agreement on which Leases are now being drawn up, the annual rent due to the Isle of Wight Council is the total of the average of the last three years income from each of the four as follows:

CAR PARK	RENT
Dudley Road	7,700
Market Street	5,700
Pound Lane	4,700
Shore Road	6,800
TOTAL	24,900

- b) The Isle of Wight Council will continue cash collection from the Pay & Display machines to tariffs set by the Town Council and provide monthly reports to the Town Council of receipts showing income per hour per car park per day.
 - c) To limit administrative work as much as possible, settlement of the difference between the total receipts during the year and the rent due for that year will be made at each financial year end.
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3) OPERATIONAL AGREEMENTS

- a) *Start Date*

The start date for the Town Council's management of the car parks will be 1 August 2015 on the basis of leases valid until 30 March 2038, the end date of the Isle of Wight Council's agreement with Island Roads, with a 12-month notice break clause.

- b) *Enforcement*

The Isle of Wight Council will be responsible for enforcement and the issuing and collection of Parking Charge Notices (PCNs).

- c) *Permits*

The existing Island-wide, tourist and resident permits will continue to be valued in the four car parks but the Town Council will have the right to issue its own permits.

- d) *Maintenance*
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Island Roads will continue to be responsible to the Isle of Wight Council for the maintenance of the four car parks and the Pay and Display machines in them: as single machines in each car park they are subject to a contractual commitment to repair within 24 hours.

e) *Signage*

The Town Council will install its own signage effective from 1 August with its own previously agreed tariff information and design style.

4) RECOMMENDATIONS

The Town Council is recommended to:

- i) delegate responsibility for the operational management of the four car parks to the Town Clerk advised by the Public Buildings Working Group; and
 - ii) ask the Town Clerk to report to the Town Council on their management on a quarterly basis.
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